



County of San Bernardino

**F A S**

**CONTRACT TRANSMITTAL**

**FOR COUNTY USE ONLY**

X	New	Vendor Code		SC	Dept.	A	Contract Number	
	Change	STEELWO109		ECD				
	Cancel							
County Department					Dept. Orgn.		Contractor's License No.	
Economic and Community					ECD PROJ.			
County Department Contract Representative					Telephone		Total Contract Amount	
THOMAS R. LAURIN/Art Milian					(909) 388-0808		\$45,000	
Contract Type								
<input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Encumbered <input type="checkbox"/> Unencumbered <input type="checkbox"/> Other:								
If not encumbered or revenue contract type, provide reason:								
Commodity Code			Contract Start Date		Contract End Date		Original Amount	
			07/01/03		06/30/04			
Fund	Dept.	Organization	Appr.	Obj/Rev Source	GRC/PROJ/JOB No.		Amount	
SBA	ECD	PROJ.	200	2005	00000462		\$45,000	
Project Name				Estimated Payment Total by Fiscal Year				
Multi-District-Minor Home				FY	Amount	I/D	FY	Amount
Repairs for Senior Citizens				2004	\$45,000			
(#301-10116/0462)								
Contract Type (2b)								

CONTRACTOR Steelworkers Oldtimers Foundation, Inc.

Federal ID No. or Social Security No. 95-6126109

Contractor's Representative Mr. George Cole, Executive Director

Address 8572 Sierra Avenue, Fontana, CA 92335

Phone (909) 829-0384

Nature of Contract: *(Briefly describe the general terms of the contract)*

This Contract, between the County of San Bernardino and Steelworkers Oldtimers Foundation, Inc. provides \$45,000 of Community Development Block Grant (CDBG) funds to provide minor home repair services to low- and moderate- income senior citizens residing in the Cities of Colton and Highland, and in the County CDBG participating communities in the Second and Fifth Supervisorial Districts. The services will include minor repairs to home fixtures and appliances, including windows, water heaters and stoves.

This Contract term is July 1, 2003 through June 30, 2004. Payments will be in the form of expenditure reimbursements.

The attached contract consists of 11 pages.

*(Attach this transmittal to all contracts not prepared on the "Standard Contract" form.)*

Approved as to Legal Form (sign in blue ink)	Reviewed as to Contract Compliance	Presented to BOS for Signature
County Counsel		Department Head
Date	Date	Date

**Auditor/Controller-Recorder Use Only**

<input type="checkbox"/> Contract Database	<input type="checkbox"/> FAS
Input Date	Keyed By

## **CONTRACT**

This Contract is made and entered into this Eighth day of July, 2003, by and between the County of San Bernardino, hereinafter referred to as "COUNTY", and Steelworkers Oldtimers Foundation, Inc., a non-profit organization, hereinafter referred to as "OLDTIMERS".

### **WITNESSETH**

WHEREAS, COUNTY has entered into a contract with the United States of America through its Department of Housing and Urban Development, hereinafter referred to as "HUD", to execute the COUNTY Community Development Block Grant (CDBG) Program under the Housing and Community Development Act of 1974, as amended, hereinafter referred to as the "ACT"; and,

WHEREAS, COUNTY Department of Economic and Community Development hereinafter referred to as "ECD", is authorized to act on behalf of COUNTY in administering the COUNTY CDBG program; and,

WHEREAS, OLDTIMERS desires to participate in the COUNTY CDBG program and is qualified by reason of experience, preparation, organization, staffing, and facilities to provide minor home repairs for seniors citizens; and,

WHEREAS, COUNTY recognizes the public benefit in providing such a program to low-and moderate-income persons; and,

WHEREAS, on April 15, 2003, County Board of Supervisors approved the 2000-2005 Consolidated Plan and 2003-2004 Action Plan, and as part of that Action Plan, allocated \$ 45,000 of CDBG funds for OLDTIMERS to provide said services;

NOW THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree as follows:

1. **SCOPE OF SERVICES**

OLDTIMERS will provide minor home repair services to low- and moderate-income senior citizens (age 60 or older) residing in the Cities of Colton and Highland, and in COUNTY CDBG participating communities in the Second and Fifth Supervisorial Districts. These services will include minor repairs to home fixtures and appliances, including windows, water heaters, stoves and plumbing. A full description of the services provided in this contract is contained in Exhibit 1 of 8, PROJECT/ACTIVITY DESCRIPTION.

All beneficiaries of the minor home repair program shall be low- and moderate-income persons or households, as defined in Section 20, BENEFICIARY QUALIFICATION. Unless specified otherwise, ECD shall have the authority to represent COUNTY regarding the terms and conditions of this Contract and the administration thereof.

2. **TIME OF PERFORMANCE**

Said services of OLDTIMERS shall commence July 1, 2003 and shall be completed no later than June 30, 2004.

3. **COMPENSATION AND METHOD OF PAYMENT**

For performance of such services, COUNTY shall provide CDBG funds not to exceed forty-five thousand dollars (\$45,000). This payment shall constitute full and complete compensation for OLDTIMERS services under this Contract. For the purpose of this Contract, COUNTY shall disburse compensation and monitor OLDTIMERS performance in satisfying the scope of work obligations under the terms of this Contract.

Disbursement of payments to OLDTIMERS shall be made by monthly reimbursements, contingent upon COUNTY receipt of a monthly summary statement for each previous month's expenditures which conforms to the BUDGET SUMMARY, attached hereto as Contract Exhibit 2 of 8. Monthly expenditure reports shall be documented with "audit ready" supportive evidence of each expenditure and proof of payment, in accordance with HUD regulations. The monthly expenditure report submitted by OLDTIMERS must list the "Other Sources" that are co-funding budget line items and personnel as stated in Exhibits 3 of 8 and 4 of 8, BUDGET JUSTIFICATION - PARTS I and II. Reimbursements shall be limited to the total of approved properly documented expenditures. Monthly reimbursements shall be evenly amortized over the remaining term of this Contract unless otherwise approved by ECD. All reimbursement requests must be submitted no later than 60 days after the expiration of this Contract. Requests received after said 60 day period shall be considered non-compliant and not eligible for reimbursement under the terms of this Contract.

OLDTIMERS must submit said monthly expenditure reports by the 10th day of every calendar month regardless of expenditure amount. After receipt by COUNTY of each properly documented expenditure report, COUNTY will draw a warrant in favor of OLDTIMERS for the approved expenditure amount. Submittal of an expenditure report after the tenth (10th) day of the month in which payment is requested will cause unavoidable delays in payment processing.

4. BUDGET SECTION

No more than the amounts specified in the BUDGET SUMMARY, attached hereto as Contract Exhibit 2 of 8, may be spent for the separate cost categories specified in the Budget Summary without prior written approval of COUNTY. Contract Exhibits 3 of 8 and 4 of 8, BUDGET JUSTIFICATION PARTS I and II, respectively, explain the basis of valuation for each cost category shown on the Budget Summary.

5. USE OF FUNDS

Funds allocated pursuant to this Contract shall be used exclusively for costs included in the OLDTIMERS program budget. Contract funds shall not be used as security or to guarantee payments for any non-program obligations, nor as loans for non-program activities.

6. BUDGET MODIFICATIONS

ECD Director or his designee may grant budget modifications to this Contract for the movement of funds within the budget categories identified in Contract Exhibit 2 of 8, BUDGET SUMMARY, when such modifications:

- a. Do not exceed \$10,000 per budget cost category;
- b. Are specifically requested by OLDTIMERS;
- c. Do not alter the amount of compensation with this Contract;
- d. Will not change the project goals or scope of services;
- e. Are in the best interests of COUNTY and OLDTIMERS in performing said services; and
- f. Related to salaries, are in accordance with applicable salary ordinances or laws.

7. CHANGES IN GRANT ALLOCATION

COUNTY reserves the right to reduce the grant allocation when COUNTY fiscal monitoring indicates that OLDTIMERS rate of expenditure will result in unspent funds at the end of the program year. Changes in the grant allocation will be made after consultation with OLDTIMERS. Such changes shall be incorporated into this Contract by written amendments.

8. REVENUE DISCLOSURE REQUIREMENT

By its execution of this Contract, OLDTIMERS certifies that it has previously filed with ECD, a written statement listing all revenue received, or expected to be received, by OLDTIMERS from federal, state, city or COUNTY sources, or other governmental or private agencies, and applied or expected to offset in whole or in part any of the costs incurred by OLDTIMERS in conducting current or prospective projects or business activities, including, but not necessarily limited to, the project or business activity which is the subject of this Contract. Such statement shall reflect the name and a description of such project or business activity, the dollar amount of funding provided, or to be provided, by each and every agency to each such project or business activity, and the full name and address of each such agency. During the term of this Contract, OLDTIMERS shall prepare and file a similar written statement each time it receives funding from any agency which is in addition to that revenue disclosed in OLDTIMERS initial revenue disclosure statement hereunder. Such statement shall be filed with ECD within fifteen (15) calendar days following receipt of such additional funding. OLDTIMERS shall make available for inspection and audit to COUNTY representatives, upon request, at any time during the duration of this Contract and during a period of three (3) years thereafter, all of its books and records relating to the operation by it of each project or business activity which is funded in whole or in part with governmental monies, whether or not such monies are received through COUNTY. All such books and records shall be maintained by OLDTIMERS at a location in San Bernardino County. Failure of OLDTIMERS to comply with the requirements of this section of the Contract shall constitute a material breach of Contract upon which COUNTY may cancel, terminate, or suspend this Contract.

9. JOINT FUNDING

For programs in which there are sources of funds in addition to CDBG funds, OLDTIMERS shall provide proof of such funding. COUNTY shall not pay for any services provided by OLDTIMERS which are funded by other sources. All restrictions and/or requirements provided in this Contract relative to accounting, budgeting, and reporting apply to the total program regardless of funding sources.

10. PROGRAM INCOME

Program income represents net income directly generated from the use of CDBG funds by OLDTIMERS as a result of the activity funded under the terms of this Contract. When such income is generated by an activity only partially assisted with CDBG funds, the income shall be prorated to reflect the percentage of CDBG funds used. OLDTIMERS shall retain the use of program income by returning program income to COUNTY and requesting project budget increases for activities authorized under this Contract. Program income shall be returned to COUNTY within thirty (30) days after: a) disposition or sale of real or personal property occurs or; b) cumulative program income reaches increments of one thousand dollars (\$1,000); or c) the end of each fiscal year. OLDTIMERS shall include in the reports required by Section 21, PROGRAM REPORTING, all sources and amounts of program income on a monthly and year-to-date basis.

Program income returned by COUNTY to OLDTIMERS shall be spent by OLDTIMERS on only those costs authorized under this Contract. All provisions of this Contract shall apply to said use of program income. OLDTIMERS shall account for the receipt and use of program income in such a way that program income is spent on authorized activities before additional CDBG funds are spent.

Any program income on-hand when this Contract expires, or received after such expiration, shall be paid to COUNTY.

11. FISCAL LIMITATIONS

While not presently anticipated, HUD may, in the future, place programmatic or fiscal limitation(s) on COUNTY CDBG funds. Accordingly, COUNTY reserves the right to revise this Contract in order to take account of actions affecting HUD program funding. In the event of funding reduction, COUNTY may reduce the budget of this Contract as a whole or as to cost category, may limit the rate of OLDTIMERS authority to commit and spend funds, or may restrict OLDTIMERS use of both its uncommitted and its unspent funds.

Where HUD has directed or requested COUNTY to implement a reduction in funding, in whole or as to cost category, with respect to funding for this Contract, ECD may act for COUNTY in implementing and effecting such a reduction and in revising the Contract for such purpose. Where COUNTY has reasonable grounds to question the fiscal accountability, financial soundness, or compliance with this Contract of OLDTIMERS, COUNTY may act to suspend the operation of this Contract for up to sixty (60) days upon three (3) days notice to OLDTIMERS of its intention to so act, pending an audit or other resolution of such questions. In no event, however, shall any revision made by COUNTY affect expenditures and legally binding commitments made by OLDTIMERS before it receives notice of such revision, provided that such amounts have been committed in good faith and are otherwise allowable and that such commitments are consistent with HUD cash withdrawal guidelines.

12. NONEXPENDABLE PROPERTY

A record shall be maintained for each item of nonexpendable property acquired for this program with CDBG funds. This record shall be provided to COUNTY upon request. Nonexpendable property shall include tangible personal property, including but not limited to office equipment, and real property and any interest in such real property, including any mortgage or other encumbrance of real property as well as any funds derived from the sale or disposal of nonexpendable property. Any utilization of funds derived from the sale or disposition of nonexpendable property must have prior approval of COUNTY and otherwise comply with all applicable laws and regulations. Upon termination of this Contract, COUNTY reserves the right to determine the final disposition of said nonexpendable property acquired for this program with CDBG funds, including funds derived therefrom. Said disposition may include COUNTY taking possession of and title to said nonexpendable property. Nonexpendable personal property means tangible personal property having a useful life of more than one (1) year and an acquisition cost of \$1,000 or more per unit.

13. EXPENDABLE PERSONAL PROPERTY

Expendable personal property refers to all tangible personal property other than nonexpendable personal property. All purchases of expendable personal property with a unit value of \$1,000 or more per unit must have the prior written approval of the ECD Director, or his designee.

14. PURCHASE OR LEASE OF NONEXPENDABLE PROPERTY OR EQUIPMENT

OLDTIMERS shall obtain at least three comparable price quotes and receive ECD approval of the item(s) selected prior to purchasing or leasing any nonexpendable personal property or equipment over \$1,000 in unit value and having a life expectancy of more than one (1) year. Such property shall be properly identified and inventoried and shall be charged at its actual price deducting all cash discounts, rebates, and allowances received by OLDTIMERS. This inventory shall be provided to COUNTY upon request.

OLDTIMERS shall obtain written approval from ECD prior to selling or disposing of any nonexpendable property or equipment. Any proceeds generated from the sale of such property or equipment shall be subject to the provisions of Section 10, PROGRAM INCOME.

15. ACQUISITION OF SUPPLIES AND EQUIPMENT

OLDTIMERS may purchase from a related agency/organization only if: (a) prior authorization is obtained in writing from COUNTY, (b) charges do not exceed the authorized amount and minimum written specifications are met, (c) a community related benefit is derived from such OLDTIMERS related acquisition, and (d) no conflict of interest for private gain accrues to OLDTIMERS or its employees, agents or officers.

OLDTIMERS shall adhere to all applicable procurement standards of 24 CFR Part 84 in the acquisition of supplies and equipment. OLDTIMERS shall submit documentation of the cost and price analysis required in 24 CFR 84.45 for approval prior to procuring nonexpendable property or equipment.

COUNTY reserves the right to disallow any purchase from any vendor of supplies, equipment, nonexpendable property or expendable property which is purchased in whole or in part with funds provided by this Contract. OLDTIMERS may seek prior approval of COUNTY for any such expenditures, and prior approval which is granted shall be binding on COUNTY unless such expenditure violates federal law or regulations or is disallowed by HUD.

16. PURCHASE AND INVOICE DEADLINES

Purchase of equipment or property must be completed before the last three (3) months of the initial performance period and all equipment bills shall be paid before the last two (2) months of this period. No expendable or nonexpendable property or equipment shall be purchased during the final three (3) months of the initial performance period unless approved by COUNTY in writing. Invoices for all obligations incurred under this Contract must be submitted to ECD Fiscal Division within sixty (60) days after the initial performance period termination date or they may not be honored. Exceptions to the preceding limitations require prior written approval by ECD.

17. TRAVEL AND CONFERENCE RESTRICTIONS

OLDTIMERS certifies and agrees that travel and conference expenses for persons other than employees of OLDTIMERS, will not be paid by funds provided through this Contract. No travel expenses for out-of-state travel shall be included in this Contract unless specifically listed in the BUDGET SUMMARY, Contract Exhibit 2 of 8, which is attached and incorporated herein. OLDTIMERS further agrees that any travel expense incurred by OLDTIMERS which is not listed in the Budget Summary shall not be paid by funds provided through this Contract unless prior written approval of the ECD Director has been obtained.

18. USE OF FUNDS FOR ENTERTAINMENT, GIFTS, OR FUND RAISING ACTIVITIES

OLDTIMERS certifies and agrees that it will not use funds provided through this Contract to pay for entertainment, gifts, or fund raising activities.

19. MONITORING

ECD Director or his designee will conduct periodic program monitoring reviews. These reviews will focus on the extent to which the planned program has been implemented and measurable goals achieved, effectiveness of program management, and impact of the program. Authorized representatives of COUNTY and HUD shall have the right of access to all activities and facilities operated by OLDTIMERS under this Contract. Facilities include all files, records, and other documents related to the performance of this Contract. Activities include attendance at staff, board of directors, advisory committee and advisory board meetings and observation of on-going program functions. OLDTIMERS will permit on-site inspection by COUNTY, and HUD representatives, and ensure that its employees and board members furnish such information, as in the judgement of COUNTY and HUD representatives, may be relevant to the question of compliance with contractual conditions and HUD directives, or the effectiveness, legality, and achievements of the program.

20. BENEFICIARY QUALIFICATION

Persons qualifying for program services on the basis of income, hereinafter referred to as BENEFICIARIES, shall have an annual household gross income equal to or less than the U.S. Department of Housing and Urban Development (HUD) Section 8 (of the United States Housing Act of 1937) Income Limits. HUD Section 8 Income Limits for the Riverside-San Bernardino RMSA, define the maximum annual household gross income for low- and moderate-income households. OLDTIMERS is responsible for obtaining from COUNTY the said current applicable HUD Section 8 Income Limits for each year of the Contract term identified in Section 2, TIME OF PERFORMANCE. Under CDBG regulations, the following clientele categories are presumed to be low-and moderate-income persons and can qualify for service regardless of income: abused children; battered spouses; elderly persons (60 and older); severely disabled adults, homeless persons; illiterate adults; persons living with AIDS, and migrant farm workers. OLDTIMERS shall document the household income of all BENEFICIARIES, by obtaining completed copies of the "BENEFICIARY QUALIFICATION STATEMENT", Exhibit 6 of 8. OLDTIMERS shall retain these forms for at least five (5) years after conclusion of this Contract.

21. PROGRAM REPORTING AND RETENTION OF RECORDS

OLDTIMERS agrees to prepare and submit financial, program progress, and other reports as required by HUD or COUNTY directives. OLDTIMERS shall maintain such program, property, personnel, financial, statistical and other records, supporting documents, and accounts as are considered necessary by HUD or COUNTY to assure proper accounting for all Contract funds. Said records, documents and accounts are to be retained by OLDTIMERS for a minimum of five (5) years. The retention period starts from the date the COUNTY submits its annual performance and evaluation report, as prescribed in 24CFR 91.520, in which the service under the terms of this contract is reported on for the final time. Said COUNTY submission will follow OLDTIMERS's final submission to COUNTY of reports identified under this paragraph. Records and accounts that pertain to something being sued or audited over must be maintained for the five (5) years or until the issue is resolved, whichever is longer. Records that pertain to real estate transactions must be maintained for the five (5) years or the number of years that there is an outstanding obligation, whichever is longer. The starting date for retention of records on CDBG-purchased equipment begins at the end of the equipment's use, when it is disposed of or transferred. The retention period for records relating to program income begins on the last date of COUNTY fiscal year in which the income is earned. All OLDTIMERS records, with the exception of confidential client information, shall be made available to representatives of COUNTY and the appropriate federal agencies. OLDTIMERS is required to submit data necessary to complete the Annual Grantee Performance Report in accordance with HUD regulations in the format and at the time designated by the ECD Director or his designee. By the tenth (10th) of each month, OLDTIMERS shall submit a completed PROGRAM PROGRESS REPORT, Exhibit 6 of 8, for the month being reported. OLDTIMERS shall also provide the Monthly Direct Benefit information included on this exhibit, as necessary for completion of the Annual Grantee Performance Report.

22. ACCOUNTING

OLDTIMERS must establish and maintain on a current basis an adequate accounting system in accordance with HUD directives and Generally Accepted Accounting Principles.

23. AUDITS

OLDTIMERS is required to arrange for an independent financial audit performed within the direction of Generally Accepted Auditing Standards and Government Auditing Standards. Said audit shall be conducted for the term of this Contract. When OLDTIMERS receives \$300,000 or more in federal funds from all funding sources within a fiscal year, the required audit must be performed in compliance with OMB Circular A-133.

OLDTIMERS shall submit a copy of the audit report to COUNTY within nine (9) months after the end of the audit period. Within thirty (30) days of the submittal of said audit report, OLDTIMERS shall provide to COUNTY a written response to any concerns or findings identified in said audit report. The response must examine each concern or finding and explain a proposed resolution, including a schedule for correcting any deficiency. All actions to correct said conditions or findings shall be taken within six (6) months after receipt of the audit report.

COUNTY, or any state or federal agency, may make additional audits or reviews, as necessary, to carry out the responsibilities of OLDTIMERS under COUNTY, state or federal laws and regulations. OLDTIMERS agrees to cooperate fully with all persons conducting said additional audits or reviews. COUNTY and its authorized representatives shall, at all times, have access for the purpose of audit or inspection, to any and all books, documents, papers, records, property, and premises of OLDTIMERS.

If indications of misappropriation or misapplication of the funds of this Contract cause COUNTY to require an additional audit, the cost of the audit will be encumbered and deducted from this Contract budget. Should COUNTY subsequently determine that the additional audit was not warranted, the amount encumbered will be restored to the Contract budget. OLDTIMERS shall reimburse all misappropriation or misapplication of funds to COUNTY. In the event COUNTY uses the judicial system to recover misappropriated or misapplied funds, OLDTIMERS shall reimburse COUNTY legal fees and court costs in addition to awards.

24. ASSIGNMENT

This Contract is not assignable by OLDTIMERS without the express written consent of COUNTY. Any attempt by OLDTIMERS to assign any performance of the terms of this Contract shall be null and void and shall constitute a material breach of this Contract.

25. TERMINATION AND TERMINATION COSTS

This Contract may be terminated in whole or in part at any time by either party upon giving (30) days notice in writing to the other party. Agreement must be reached by both parties as to reasons and conditions for termination in compliance with the provisions of federal regulations at 24 CFR Part 84.61, Termination for Convenience. ECD is hereby empowered to give said notice subject to ratification by the COUNTY Board of Supervisors.

COUNTY may immediately terminate this Contract upon the termination, suspension, discontinuation or substantial reduction in CDBG funding for the Contract activity or if for any reason the timely completion of the work under this Contract is rendered improbable, infeasible or impossible. If OLDTIMERS materially fails to comply with any term of this Contract, COUNTY may take one or more of the actions provided under federal regulation at 24 CFR Part 84.62, Enforcement, which include temporarily withholding cash, disallowing non-compliant costs, wholly or partly suspending or terminating the award, withholding further awards, and other remedies that are legally available. In such event, OLDTIMERS shall be compensated for all services rendered and all necessarily incurred costs performed in good faith in accordance with the terms of this Contract that have been previously reimbursed, to the date of said termination to the extent that CDBG funds are available from HUD.

26. REVERSION OF ASSETS

Upon Contract termination, OLDTIMERS shall transfer to COUNTY all CDBG funds on hand at the time of expiration and any accounts receivable attributable to the use of CDBG funds.

All real property acquired or improved in whole or in part with CDBG funds under this Contract must continue in the use that provides the service benefits and national objectives for which it was funded, or it must be disposed of in a manner resulting in a reimbursement to COUNTY in the amount of the current fair market value of the property less any portion thereof attributable to expenditures of non-CDBG funds for the acquisition or improvement of the property.

27. TIME OF PERFORMANCE MODIFICATIONS

ECD Director may grant time of performance modifications to this Contract when such modifications:

- a. In aggregate do not exceed twelve (12) calendar months;
- b. Are specifically requested by OLDTIMERS;
- c. Will not change the project goals or scope of services;
- d. Are in the best interests of COUNTY and OLDTIMERS in performing the scope of services under this Contract; and
- e. Do not alter the amount of compensation under this Contract.

28. INDEPENDENT CONTRACTOR

All parties hereto in the performance of this Contract will be acting in independent capacities and not as agents, employees, partners, joint venturers, or associates of one another. The employees or agents of one party shall not be deemed or construed to be the agents or employees of the other party for any purpose whatsoever.

29. CONTRACT COMPLIANCE

OLDTIMERS shall make every effort to ensure that all projects funded wholly or in part by CDBG funds shall provide equal employment and career advancement opportunities for minorities and women.



In addition, OLDTIMERS shall make every effort to employ residents of the area and shall keep a record of the positions that have been created directly or as a result of this program.

OLDTIMERS shall comply with Executive Orders 11246, 11375, 11625, 12138, 12432, 12250, Title VII of the Civil Rights Act of 1964, the California Fair Housing and Employment Act, County Policy 15-01, and other applicable federal, state and COUNTY laws, regulations and policies relating to equal employment and contracting opportunities, including laws and regulations hereafter enacted.

30. DISCRIMINATION

No person shall, on the grounds of race, sex, creed, color, religion, or national origin, be excluded from participating in, be refused the benefits of, or otherwise be subjected to discrimination in any activities, programs, or employment supported by this Contract.

31. RELIGIOUS PROSELYTIZING OR POLITICAL ACTIVITIES

OLDTIMERS agrees that it will not perform or permit any religious proselytizing or political activities in connection with the performance of this Contract. Funds made available under this Contract will be used exclusively for performance of the work required under this Contract and no funds made available under this Contract shall be used to promote any religious or political activities.

32. CONFLICT OF INTEREST

OLDTIMERS, its agents and employees shall comply with all applicable federal, state and COUNTY laws and regulations governing conflict of interest. To this end, OLDTIMERS will make available to its agents and employees copies of all applicable federal, state, and COUNTY laws and regulations governing conflict of interest. In particular, the following federal regulation paraphrased from 24 CFR 570.611, Conflict of Interest: Except for salaries and related administrative or personnel costs, no employees, agents consultants, officers or elected or appointed officials of subrecipients which receive CDBG funds, who exercise or have exercised any CDBG functions or who are in a position to participate in a decision making process or gain inside information, may obtain a personal or financial interest or benefit from a CDBG assisted activity or any CDBG funded Contract, subcontract or agreement, during their tenure or for one year thereafter.

OLDTIMERS shall furnish to COUNTY, prior to execution of this Contract, a written list of all current or proposed subgrantees/subcontractors, vendors or personal service providers, including subsidiaries of OLDTIMERS. This list should be limited to those subgrantees/subcontractors, vendors or personal service providers, including subsidiaries of OLDTIMERS, which will receive \$10,000 or more during the term of this Contract. Such a list shall include the names, addresses, telephone numbers, and identification of principal party(ies), and a description of services to be provided. During the term of this Contract, OLDTIMERS shall notify COUNTY in writing of any change in the list of subgrantees/subcontractors, vendors, personal service providers or subsidiaries of OLDTIMERS within fifteen (15) days of change.

33. HUD HOLD HARMLESS

OLDTIMERS shall indemnify, defend and hold harmless COUNTY against any liability, claims, losses, demands, and actions incurred by COUNTY as a result of the determination by HUD or its successor that activities undertaken by OLDTIMERS under the program(s) fail to comply with any laws, regulations or policies applicable thereto or that any funds billed by and disbursed to OLDTIMERS under this Contract were improperly expended.

34. INDEMNIFICATION

OLDTIMERS agrees to indemnify, defend and hold harmless COUNTY and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of this Contract from and cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by COUNTY on account of any claim therefore, except where such indemnification is prohibited by law.

35. INSURANCE REQUIREMENTS

Without in any way affecting the indemnity herein provided and in addition thereto, OLDTIMERS shall secure and maintain throughout the Contract the following types of insurance with limits as shown:

- Workers' Compensation - A program of Workers' Compensation insurance or a state-approved Self-Insurance Program in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employers' Liability with \$250,000 limits, covering all persons providing services on behalf of OLDTIMERS and all risks to such persons under this Contract.

If OLDTIMERS has no employees, it may certify or warrant to COUNTY that it does not currently have any employees or individuals who are defined as "employees" under the Labor Code and the requirement for Workers' Compensation coverage will be waived by the County's Risk Manager.

With respect to contractors that are non-profit corporations organized under California or Federal law, volunteers for such entities are required to be covered by Workers' Compensation insurance. If the County's Risk Manager determines that there is no reasonably priced coverage for volunteers, evidence of participation in a volunteer insurance program may be substituted.

Comprehensive General and Automobile Liability Insurance - This coverage to include contractual coverage and automobile liability coverage for owned, hired, and non-owned vehicles. The policy shall have combined single limits for bodily injury and property damage of not less than one million dollars (\$1,000,000).

- Errors and Omissions Liability Insurance - Combined single limits of \$1,000,000 for bodily injury and property damage and \$ 3,000,000 in the aggregate or
- Professional Liability - Professional liability insurance with limits of at least \$1,000,000 per claim or occurrence.

Errors and Omissions Liability Insurance is not required for the Board of Directors of non-profit corporations organized under California or Federal law.

Additional Named Insured - All policies, except for Workers' Compensation, Errors and Omissions and Professional Liability policies, shall contain additional endorsements naming COUNTY and its officers, employees, agents, and volunteers as additional named insured with respect to liabilities arising out of the performance of services hereunder.

Waiver of Subrogation Rights - OLDTIMERS shall require the carriers of the above required coverages to waive all rights of subrogation against COUNTY, its officers, employees, agents, volunteers, contractors and subcontractors.

Policies Primary and Non-Contributory - All policies required above are to be primary and non-contributory with any insurance or self-insurance programs carried or administered by COUNTY.

36. PROOF OF COVERAGE

OLDTIMERS shall immediately furnish certificates of insurance to ECD evidencing the insurance coverage, including endorsements, above required prior to the commencement of performance of services hereunder, which certificates shall provide that such insurance shall not be terminated or expire without thirty (30) days written notice to ECD, and OLDTIMERS shall maintain such insurance from the time OLDTIMERS commences performance of services hereunder until the completion of such services.

Within sixty (60) days of the commencement of this Contract, OLDTIMERS shall furnish certified copies of the policies and all endorsements. OLDTIMERS shall complete and submit Contract Exhibit 5 of 8, INSURANCE INVENTORY, along with the above required insurance documents.

37. INSURANCE REVIEW

The above insurance requirements are subject to periodic review by COUNTY. The County's Risk Manager is authorized, but not required, to reduce or waive any of the above insurance requirements whenever the Risk Manager determines that any of the above insurance is not available, is unreasonably priced, or is not needed to protect the interests of COUNTY.

In addition, if the Risk Manager determines that heretofore unreasonably priced or unavailable types of insurance coverage or coverage limits become reasonably priced or available, the Risk Manager is authorized, but not required, to change the above insurance requirements, to require additional types of insurance coverage or higher coverage limits, provided that any such change is reasonable in light of past claims against COUNTY, inflation, or any other item reasonably related to the COUNTY'S risk.

Any such reduction or waiver for the entire term of the Contract and any change requiring additional types of insurance coverage or higher coverage limits must be made by amendment to this Contract. OLDTIMERS agrees to execute any such amendment within thirty (30) days of receipt.

38. COMPLIANCE WITH LAWS

All parties agree to be bound by applicable federal, state, and local laws, ordinances, regulations, and directives as they pertain to the performance of this Contract. This Contract is subject to and incorporates the terms of the ACT; 24 Code of Federal Regulations, Part 570 and Part 84; and U.S. Office of Management and Budget Circulars A-122, and A-133.

39. AMENDMENTS: VARIATIONS

This writing with attachments, embodies the whole of this Contract of the parties hereto. There are no oral agreements contained herein. Except as herein provided, addition or variation of the terms of this Contract shall not be valid unless made in the form of a written amendment to this Contract formally approved and executed by both parties.

40. NOTICES

All notices shall be served in writing. The notices shall be sent to the following addresses:

County of San Bernardino  
Department of Economic  
and Community Development  
290 North "D" Street, Sixth Floor  
San Bernardino, CA 92415-0040

Steelworkers Oldtimers Foundation, Inc.  
8572 Sierra Avenue  
Fontana, CA 92415-0040

(Continued to next page)

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41. COUNTERPART EXECUTION

This Contract may be executed in counterparts. When executed, each counterpart shall be deemed an original irrespective of date of execution. Said counterparts shall together constitute one and the same Contract.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed as of the day and year written above.

COUNTY OF SAN BERNARDINO

Steelworkers Oldtimers Foundation, Inc.

By: \_\_\_\_\_  
DENNIS HANSBERGER, Chairman,  
Board of Supervisors

By: \_\_\_\_\_  
FEDENCIO C. MORENO, Chairman  
Board of Directors

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
GEORGE COLE, Executive Director

Dated: \_\_\_\_\_

SIGNED AND CERTIFIED THAT A COPY OF  
THIS DOCUMENT HAS BEEN DELIVERED TO  
THE CHAIRMAN OF THE BOARD

J. RENEE BASTIAN  
Clerk of the Board of Supervisors  
of the County of San Bernardino

By: \_\_\_\_\_

Dated: \_\_\_\_\_

APPROVED AS TO LEGAL FORM

ALAN MARKS  
County Counsel

By: \_\_\_\_\_  
Deputy County Counsel for ECD

Dated: \_\_\_\_\_

EXHIBIT 1 of 8

COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Project/Activity Title: Minor Home Repairs for Seniors-  
Oldtimers Foundation

Case Number: 301-10116/0462

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Name/Address of Contractor Agency:  
Steelworkers Oldtimers Foundation, Inc.  
8572 Sierra Avenue  
Fontana, CA 92335

Date of Issue:

  X   Original: Beginning 07/01/03  
      Amendment #

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### **PROJECT/ACTIVITY DESCRIPTION**

#### **SERVICES:**

OLDTIMERS will provide minor home repairs services to approximately 500 senior citizens who own and occupy their homes or mobile homes who reside in the cities of Colton and Highland, and in County CDBG participating communities in the Second and Fifth Supervisorial Districts. These communities include the unincorporated areas of Muscoy, Bloomington, West Fontana, and Arrowhead Suburban Farms. Also, eligible beneficiaries of the program will be limited to senior citizen homeowners (age 60 or older). OLDTIMERS will make outreach presentations at senior centers, senior nutrition program sites and other community centers to inform eligible seniors about their services. Senior citizen homeowners will contact OLDTIMERS to request minor home repairs. OLDTIMERS will evaluate client eligibility and enroll those who meet eligibility requirements. All labor and repair materials up to \$150.00 will be provided at no cost to the senior citizen homeowners. The senior citizen homeowners will be required to pay OLDTIMERS for all agreed upon costs that exceed \$150.00 for the home repairs performed by OLDTIMERS. In special emergency circumstances involving repairs necessary for the health and safety of the beneficiary, OLDTIMERS will provide up to \$350.00 in repairs at no cost to the senior citizen homeowners.

Specific services to be provided under the terms of this Contract are outlined in the "Units of Service" section below.

#### **UNITS OF SERVICE:**

Minor Home Repair Services: A monthly average of 42 senior citizens will receive minor home repairs. Each service visit to a senior's home will represent one (1) unit of service.

In addition to the units of service, OLDTIMERS will report unduplicated client counts on the Monthly Direct Benefit Report, Exhibit 7 of 8, and will report monthly dollars spent and clients served on the Community Benefit Report, Exhibit 8 of 8.

#### **OPERATIONS:**

Services will be conducted from the OLDTIMERS office located in the Fontana Senior Center at 8572 Sierra Avenue, Fontana. The office is open Monday through Friday from 8:00 a.m. to 4:00 p.m. Service visits will be provided Monday through Friday from 7:30 a.m. to 2:30 p.m.

**COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**Project/Activity Title :Case Number: 301-10116/0462Multi-District: Minor Home Repairs for Seniors-  
Oldtimers FoundationName/Address of Contractor Agency:Date of Issue :

Steelworkers Oldtimers Foundation, Inc.

8572 Sierra Avenue

Fontana, CA 92335

X Original: Beginning 07/01/03         Amendment #**BUDGET SUMMARY**

<b>COST CATEGORY</b>	<b>CDBG SHARE \$</b>	<b>OTHER SOURCES \$*</b>	<b>TOTAL COST \$</b>
1) Personnel:	19,347	86,817	106,164
2) Consultant/ Contract Services:	716	2,784	3,500
3) Travel:	1,636	6,364	8,000
4) Space Rental:	3,682	14,318	18,000
5) Consumable Supplies:	13,457	52,331	65,788
6) Rental, Lease, or Purchase of Equipment:	-0-	-0-	-0-
7) Insurance:	2,455	9,595	12,050
8) Other:	3,707	15,512	19,219
<b>TOTALS</b>	<b>\$45,000</b>	<b>\$187,721</b>	<b>\$232,721</b>

\*If costs are to be shared by other sources of funding, including CDBG funds from other jurisdictions, identify the source of funding, grantor/lending agency, and cost category information.

**SUMMARY – OTHER SOURCES OF FUNDING:**

City of Fontana -CDBG	50,000
City of Rancho Cucamonga - CDBG	10,000
City of Rialto - CDBG	30,000
City of San Bernardino - CDBG	75,000
City of Chino - CDBG	10,000
Donations/Fund Raisers	<u>12,721</u>

Grand Total:	\$187,721
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## COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

<u>Project/Activity Title :</u> Multi-District: Minor Home Repairs for Seniors- Steelworkers Oldtimers Foundation, Inc.	<u>Case Number:</u> 301-01016/0462
<u>Name/Address of Contractor Agency:</u> Steelworkers Oldtimers Foundation 8572 Sierra Avenue Fontana, CA 92335	<u>Date of Issue:</u> <u>X</u> Original: Beginning 07/01/03 _____ Amendment #

**BUDGET JUSTIFICATION - PART I (SUPPLIES/SERVICES)**

DESCRIPTION OF ITEM(S) AND BASIS FOR VALUATION	CDBG COST \$	TOTAL COST \$
Budget line		
Item #:		
2. Consultant/Contract Services: (Audit)	\$ 716	\$ 3,500
3. Travel: (Reimbursement of Mileage at .36 cents per mile)	1,636	8,000
4. Space Rent: (8572 Sierra Avenue, Fontana)	3,682	18,000
5. Consumable Supplies: (Home Repair Materials)	13,457	65,788
6. Rental, Lease or Purchase of Equipment:	-0-	-0-
7. Insurance: (Auto/General Liabilty)	2,455	12,050
8. Other: (Cellular Expense and Vehicle Maintenance/Repairs)	<u>3,707</u>	<u>19,219</u>
TOTAL	\$25,653	\$126,557

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NOTE: Any budget line item(s) other than salaries and fringe benefits should be detailed above.

## COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Project/Activity Title:Case Number: 301-10116/0462Multi-District: Minor Home Repairs for Seniors  
Oldtimers FoundationName/Address of Contractor Agency:Date of Issue:

Steelworkers Oldtimers Foundation, Inc.

8572 Sierra Avenue

Fontana, CA 92335

X Original: 07/01/03       Amendment #**BUDGET JUSTIFICATION - PART II (PERSONNEL)**

## A) WAGES:

POSITION/TITLE	ACTUAL HOURLY RATE (SALARY)	# HOURS PER WEEK	MONTHS TO BE EMPLOYED	TOTAL COST \$	CDBG COST \$
Project Director	\$15.83	30	12	\$24,695	\$5,051
Field Coordinator	15.00	30	12	23,400	1,786
Dispatcher	8.25	25	12	10,725	5,193
Maintenance Worker	8.97	40	12	18,658	3,816
<b>Subtotal:</b>				<b>\$ 77,478</b>	<b>\$15,846</b>

## B) FRINGE BENEFITS:

TYPE OF COSTS	PERCENT OF SALARY/CALCULATIONS	TOTAL COST \$	CDBG COST \$
FICA	7.65%	\$ 5,927	\$ 1,212
SUI	2.8%	2,169	444
WORKER'S COMP.	19.92%	15,434	1,377
HEALTH		2,286	468
MAINTENANCE WORKER (Vacation, Holiday and Sick Leave)		2,870	-0-
<b>Subtotal:</b>		<b>\$ 28,686</b>	<b>\$ 3,501</b>
TOTAL COST OF PARTS A & B (Must be the Same as Budget Line Item #1 in Budget Summary)		<b>\$106,164</b>	<b>\$ 19,347</b>



## COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Project/Activity Title:Case Number: 301-10116/0462Multi-District: Minor Home Repairs for Seniors-  
Oldtimers FoundationName/Address of Contractor Agency:Date of Issue:

Steelworkers Oldtimers Foundation, Inc.

8572 Sierra Avenue

Fontana, CA 92335

X Original: Beginning 07/01/03         Amendment #**INSURANCE INVENTORY****WORKERS' COMPENSATION/EMPLOYERS' LIABILITY INSURANCE**Name of Insurance Company: State Compensation Insurance FundEffective Dates 06/30/03 through 06/30/04 Employer's Liability Limit \$1,000,000Certificate of Insurance Attached X Yes          No: On File w/ ECD**COMPREHENSIVE GENERAL AND AUTOMOBILE LIABILITY INSURANCE**Name of Contractor's General Insurance Company: Safeco Insurance CompaniesLimits of Liability Effective Dates: 11/01/02 to 11/01/03Per Occurrence \$1,000,000 Additional Insured Endorsement Attached X Yes          No: On File w/ ECDAnnual Aggregate \$          Certificate of Insurance Attached          Yes          No: On File w/ ECDName of Contractor's Automobile Liability Insurance Company Safeco Insurance CompanyLimits of Liability Effective Dates: 11/01/02 to 11/01/03Per Person \$          Per Accident \$          Damage Liability \$          Combined Single Limit         **EXCESS LIABILITY INSURANCE**Name of Contractor's Insurance Company: Royal Insurance CompanyLimits of Liability Effective Dates: 11/01/02 to 11/01/03Per Occurrence \$1,000,000 Additional Insured Endorsement Attached X Yes          No: On File w/ ECDAnnual Aggregate \$1,000,000 Certificate of Insurance Attached X Yes          No: On File w/ ECD**PROPERTY INSURANCE COVERAGE**Name of Contractor's Insurance Company: Pacific National Insurance CompanyLimits of Liability Effective Dates: 11/01/02 to 11/01/03Per Occurrence \$1,000,000 Additional Insured Endorsement Attached X Yes          No: On File w/ ECDAnnual Aggregate \$1,000,000 Certificate of Insurance Attached X Yes          No: On File w/ ECD

## COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Project/Activity Title:  
Multi-District: Minor Home Repairs for Seniors-  
Oldtimers Foundation

Case Number: 301-10116/0462

Name/Address of Contractor Agency:  
Steelworkers Oldtimers Foundation, Inc.  
8572 Sierra Avenue  
Fontana, CA 92335

Date of Issue:  
X Original: Beginning 07/01/03  
Amendment #

### **BENEFICIARY QUALIFICATION STATEMENT**

This form has the purpose of providing information needed to qualify the use of federal Community Development Block Grant (CDBG) funds for the project/activity described above. This statement must be completed and signed by the person (or legal guardian of the person) requesting to receive benefits from the described project/activity. Only one statement per person, per year is required.

**Please answer each of the following questions.**

1. This question helps you determine the size of your household.  
For this question a household is a group of related or unrelated persons occupying the same house with at least one member being the head of the household. Renters, roomers, or borders cannot be included as household members. **How many persons are in your household?** \_\_\_\_\_
2. This question asks if you are from a low-and moderate-income household.  
For this question a list of the 2003 LOW-INCOME and LOW- AND MODERATE-INCOME categories\* are presented below. Please add up the combined gross annual income of all persons in your household from all sources of income. **In the blank provided, write yes or no, that your combined gross annual income is equal to or less than the LOW-INCOME amount for the number of persons in your household:** \_\_\_\_\_

**In the blank provided, write, yes or no, if your combined gross annual income is equal to or less than the LOW- AND MODERATE-INCOME amount for the number of persons in your household.** \_\_\_\_\_

	Number of Persons in Your Household			
	1	2	3	4
LOW-INCOME	\$ 17,850	\$ 20,400	\$ 22,950	\$ 25,500
LOW- <u>AND</u> MODERATE-INCOME (COMBINED)	\$ 28,550	\$ 32,650	\$ 36,700	\$ 40,800

	Number of Persons in Your Household			
	5	6	7	8
LOW-INCOME	\$ 27,550	\$ 29,600	\$ 31,600	\$ 33,650
LOW- <u>AND</u> MODERATE-INCOME (COMBINED)	\$ 44,050	\$ 47,350	\$ 50,600	\$ 53,850

## COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Project/Activity Title:  
Multi-District: Minor Home Repairs for Seniors-  
Oldtimers Foundation

Case Number: 301-10116/0462

Name/Address of Contractor Agency:  
Steelworkers Oldtimers Foundation, Inc.  
8572 Sierra Avenue  
Fontana, CA 92335

Date of Issue:  
X Original: Beginning 07/01/03  
\_\_\_\_\_ Amendment #

3. Please indicate how you identify yourself by checking **only one (1)** of the following choices:

	Hispanic	Non-Hispanic
White	<input type="checkbox"/>	<input type="checkbox"/>
Black/African American	<input type="checkbox"/>	<input type="checkbox"/>
Asian	<input type="checkbox"/>	<input type="checkbox"/>
American Indian/Alaskan Native	<input type="checkbox"/>	<input type="checkbox"/>
Native Hawaiian//Other Pacific Islander	<input type="checkbox"/>	<input type="checkbox"/>
American Indian/Alaskan Native & White	<input type="checkbox"/>	<input type="checkbox"/>
Asian & White	<input type="checkbox"/>	<input type="checkbox"/>
Black/African American & White	<input type="checkbox"/>	<input type="checkbox"/>
Amer. Indian/Alaskan Native & Black/African Amer.	<input type="checkbox"/>	<input type="checkbox"/>
Balance/Other _____	<input type="checkbox"/>	<input type="checkbox"/>

4. Please check whether you belong to a Female Headed Household: ☐ Yes ☐ No

5. Please describe the **condition** that would qualify you as being considered in one of the following presumed low- and moderate- income categories: abused child, battered spouse, elderly person, homeless person, disabled adult, illiterate person, or migrant farm worker:  
(description) \_\_\_\_\_  
\_\_\_\_\_

### ACKNOWLEDGMENT AND DISCLAIMER

**I CERTIFY UNDER PENALTY OF PERJURY THAT INCOME AND HOUSEHOLD STATEMENTS MADE ON THIS FORM ARE TRUE.**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ PHONE: \_\_\_\_\_

**The information you provide on this form is for Community Development Block Grant (CDBG) program purposes only and will be kept confidential.**

\*Taken from 2003 Section 8 Low-Income and Very Low-Income Limits.

## COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Project/Activity Title: Multi-District : Minor Home  
Repairs for Seniors - Oldtimers Foundation

Case Number: 301-10116/0462

Name/Address of Contractor Agency:

Steelworkers Foundation, Inc.  
8572 Sierra Avenue  
Fontana, CA 92335

Date of Issue:

X Original: Beginning 07/01/03  
\_\_\_\_\_ Amendment #

**MONTHLY PROGRAM PROGRESS AND DIRECT BENEFIT REPORT**  
**For the Month of \_\_\_\_\_, 200\_\_**

**PART I: MONTHLY PROGRAM PROGRESS REPORT**

**A. Units of Service Provided and Description**

Under each type of service listed below, summarize what your program has accomplished during this month. Include location, number of persons served, services/benefits provided, and a description of the clients served. Also report the number of "Units of Service" provided, as defined in the Project/Activity Description (Exhibit 1 of the agreement).

Type of Service:

Units of Service:

Minor Home Repair Services:

Goal/mo.: 42 Actual/mo.: \_\_\_\_\_  
(Each repair visit to a senior citizen's  
home will count as one (1) of service)

\_\_\_\_\_:

**B. Monthly Beneficiary Count (may include individual persons or households previously counted during this grant/program year)**

Total number of beneficiaries (clients/participants) served this month (**choose one category only**):

Persons (# of **P**) \_\_\_\_\_

Households (# of **H**) \_\_\_\_\_

**PART II: DIRECT BENEFIT REPORT**

**Direct Benefit Statistics (Unduplicated first-time client counts since start of contract; taken from Beneficiary Qualification Statement forms)**

Enter the number of first-time program beneficiaries directly assisted this month

Count only as: ☐ Individual Persons **or** ☐ Households (check one box)

Low-Income (**only**): \_\_\_\_\_

Low- **and** Moderate-Income (**combined**): \_\_\_\_\_

All Beneficiaries\*: \_\_\_\_\_

Racial Identity Categories

	Hispanic (a)	Non- Hispanic (b)		Hispanic (c)	Non- Hispanic (d)
White	_____	_____	American Indian/Alaskan Native & White	_____	_____
Black/African American	_____	_____	Asian & White	_____	_____
Asian	_____	_____	Black/African American & White	_____	_____
American Indian/Alaskan Native	_____	_____	Amer. Indian/Alaskan Native & Black/African Amer.	_____	_____
Native Hawaiian/Other Pacific Islander	_____	_____	Balance/Other	_____	_____

\*Grand Total of Racial Identity Categories. Sum of columns a, b, c, and d should equal the "All Beneficiaries" total above: \_\_\_\_\_

Female Headed Households: \_\_\_\_\_

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Telephone No./Ext. \_\_\_\_\_

## COUNTY OF SAN BERNARDINO DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

Project/Activity Title: Minor Home Repair for Seniors-Oldtimers Foundation

Case Number: 301-10116/0462

Name/Address of Contractor Agency:  
 Steelworkers Oldtimers Foundation, Inc.  
 8572 Sierra Avenue  
 Fontana, CA 92335

Date of Issue:  
 X Original: Beginning: 07/01/03  
 Amendment #

## COMMUNITY BENEFIT REPORT

For the month of \_\_\_\_\_, 200\_\_

This form has the purpose of providing information on the amount of funds expended to benefit the residents of the communities that funded this project. This is to ensure that services are provided in proportion to the amount of CDBG funds provided as identified by the CDBG contract. Please enter the amount of CDBG funds expended during the month and the number of persons or households served by the expenditure.

Count only as: ☐ Individual Persons or ☐ Households (check one box)

Community	Contract Dollars Allocated	Portion For this Month	Dollars Spent this Month	Persons/ Households Served
Colton	\$ 5,000	\$ 417	\$	
Highland	\$ 5,000	\$ 417	\$	
Second District	\$ 15,000	\$ 1,250	\$	
Fifth District	\$ 20,000	\$ 1,666	\$	
	\$	\$	\$	
	\$	\$	\$	
<b>TOTAL</b>	\$ 45,000	\$ 3,750	\$	

Signed \_\_\_\_\_ Title \_\_\_\_\_

Printed Name \_\_\_\_\_ Telephone No./Ext. \_\_\_\_\_

The following map(s) show the unincorporated areas and the boundaries of the supervisorial district(s) identified above.